

**PERSONAL AND FAMILY PROTECTION ACT**  
**Article 11**

**16-11-1. Definitions.** As used in this article and in the act, the following terms shall have the meanings specified in this regulation:

(a) “Act” means the personal and family protection act, 2006 SB 418 and amendments thereto.

(b) “Church” or “temple” means any building owned or leased by a religious organization and used exclusively as a place for religious worship and other activities ordinarily conducted by a religious organization, whether that building is called a church, temple, mosque, synagogue, or chapel, or a similar name.

(c) “Completed application” means an application for a license to carry a concealed weapon, as required by the act, that contains a legible and fully responsive reply to every question and request for information and is accompanied by all required attachments. The timeline set forth in the act for issuance of a license shall not begin until the date that a completed application is received in the office of the attorney general.

(d) “Domestic violence misdemeanor” means a “misdemeanor crime of domestic violence” as that term is defined in K.S.A. 74-5602 and amendments thereto.

(e) “Full frontal-view photograph” means a passport photograph or a photograph that is equivalent to a passport photograph in the following respects:

(1) Fairly represents the physical appearance of the applicant’s head and

shoulders;

(2) is taken with the applicant directly facing the camera; and

(3) shows the applicant's head and shoulders in an area of the picture that is at least two square inches.

(f) "State office building" means the interior of any of the following buildings:

(1) Those buildings named in K.S.A. 21-4218 and amendments thereto;

(2) the following buildings located in Topeka, Kansas:

(A) the memorial building, 120 SW 10th;

(B) the Forbes office building #740;

(C) the division of printing plant, 201 NW MacVicar;

(D) the state office building located at 3440 SE 10th Street;

(E) the Dillon house, 404 SW 9th Street;

(F) the Curtis state office building, 1000 SW Jackson; and

(G) the state office building located at 700 SW Harrison; and

(3) all other state-owned or state-leased buildings in which firearm possession is prohibited by posting as provided in K.A.R. 1-49-11.

Concealed weapon possession may be prohibited in other public buildings as provided in 2006 SB 418, § 11, and amendments thereto. (Authorized by 2006 SB 418, § 16; implementing 2006 SB 418, §4, as amended by 2006 HB 2118, §2, 2006 SB 418, §5, as amended by 2006 HB 2118, §3, 2006 SB 418, §10, as amended by 2006 HB 2118, §7, and 2006 SB 418, §16; effective, T-\_\_\_\_\_, \_\_\_\_\_.)

**K.A.R. 16-11-2. Instructor certification standards.** (a) Each applicant for certification by the attorney general as an instructor of weapons safety and training courses shall apply on a form prescribed by the attorney general.

(b) General. Except as provided in subsection (e), each applicant shall meet all of the concealed carry license requirements of subsection (a) of 2006 HB 2118, §2 and amendments thereto, except for those requirements in paragraphs (a)(1), (a)(8), and (a)(9) of §2.

(c) Certification. In addition to meeting the requirements of subsection (b), each applicant shall meet one of the following certification requirements:

(1) Be currently certified as a law enforcement officer by the Kansas law enforcement training commission;

(2) be currently certified as a firearms trainer or firearms instructor by any of the following organizations:

(A) The attorney general, pursuant to K.S.A. 75-7b21 and amendments thereto;

(B) any state or federal law enforcement agency;

(C) the United States armed services;

(D) the Kansas law enforcement training center; or

(3) be currently certified by the national rifle association in any of the following firearms instructor certification categories:

(A) "Pistol instructor";

(B) "personal protection instructor";

(C) "police firearms instructor";

(D) "law enforcement security firearms instructor";

(E) "law enforcement tactical handgun instructor"; or

(F) "law enforcement handgun/shotgun instructor."

(d) Fee. Each applicant shall pay a certification application fee in the amount of \$100.

(e) Each applicant who holds a license issued by the attorney general to carry a concealed weapon pursuant to the act shall be certified by the attorney general to instruct weapons safety and training courses if the applicant has satisfied the requirements of both subsections (c) and (d).

(f) Any applicant who is currently certified as an instructor by the national rifle association to teach a weapons safety and training course described in 2006 S.B. 418, § 4(b)(1)(D)(ii), and amendments thereto, may be approved by the attorney general to instruct that course if a determination is made by the attorney general that the requirements for instructor certification established by the national rifle association meet or exceed the requirements of subsections (b) and (c). Approval granted pursuant to this provision shall be conditioned upon the instructor's compliance with the requirements of K.A.R. 16-11-3 and K.A.R. 16-11-6.

(g) If an instructor certified by the attorney general, or approved by the attorney general pursuant to subsection (f), fails to remain in compliance with the eligibility requirements set forth in either subsection (b) or subsection (c), the instructor's certification or approval may be withdrawn by the attorney general upon notice and an opportunity for a hearing. (Authorized by 2006 SB 418, §4, as amended by 2006 HB 2118, §2, and 2006 SB 418, §16; implementing 2006 SB 418, §4, as amended by 2006 HB 2118, §2; effective, T-\_\_\_\_\_, \_\_\_\_\_.)

**K.A.R. 16-11-3. Weapons safety and training course; instructors.** (a) Each instructor certified by the attorney general, or approved by the attorney general pursuant to K.A.R. 16-11-2(f), to instruct weapons safety and training courses shall comply with the following standards:

- (1) Use only the weapons safety and training courses approved by the attorney general as provided in K.A.R. 16-11-4;
- (2) use only examinations approved by the attorney general; and
- (3) require trainees to display firing proficiency by successfully completing the shooting requirement established in K.A.R. 16-11-4.

(b) Upon the conclusion of each weapons safety and training course, the instructor of that course shall provide each trainee who successfully completes the course with one of the following documents:

- (1) An affidavit signed by the instructor that attests to the successful completion of the course by the applicant; or
- (2) a certificate of completion on a form approved by the attorney general.

(c) Each instructor shall forward a list of each trainee who successfully completed a training course taught by that instructor to the office of the attorney general by U.S. postal service within 10 days of the date on which the training course concludes.

(d) For each course an instructor teaches, the instructor shall retain the following records for a minimum of five years from the date on which the course concludes:

- (1) A record of the date, the time, and the location of the course;

(2) a record of the name of each trainee enrolled in the course and of each trainee's Kansas driver's license number or Kansas nondriver's identification card number;

(3) for each trainee, documentation showing whether the trainee completed the training course specified in K.A.R. 16-11-4; and

(4) a record of the examination results for each trainee, including the results of the firing proficiency test.

(e) Each instructor shall notify the attorney general, in writing, of any change in the instructor's mailing address within 10 days of the change.

(f) If an instructor certified by the attorney general, or approved by the attorney general pursuant to K.A.R. 16-11-2(f), fails to comply with the requirements of this regulation, the instructor's certification or approval may be withdrawn by the attorney general upon notice and an opportunity for a hearing. (Authorized by 2006 SB 418, §4, as amended by 2006 HB 2118, §2, and 2006 S.B. 418, §16; implementing 2006 SB 418, §4, as amended by 2006 H.B. 2118, §2, and 2006 SB 418, §16; effective, T\_\_\_\_\_, \_\_\_\_\_.)

**K.A.R. 16-11-4. Weapons safety and training course.** (a) Except as provided in subsection (d), each applicant for a license to carry a concealed weapon, as defined in 2006 S.B. 418, § 2 and amendments thereto, shall successfully complete either of the following weapons safety and training courses that have been approved by the attorney general when taught by one or more instructors certified by the attorney general, or approved by the attorney general pursuant to K.A.R. 16-11-2(f):

(1) The “concealed handgun license program lesson plan” dated June 19, 2006, and to be effective on and after July 1, 2006, which is hereby adopted by reference; or

(2) any weapons course described in 2006 S.B. 418, § 4(b)(1)(D)(ii), and amendments thereto, that is determined by the attorney general to be substantially equivalent to the course identified in paragraph (a)(1). Internet, online, correspondence, and self-study courses shall not be approved.

(b) To “successfully complete” means to obtain a passing score of 100% on an examination approved by the attorney general and to display proficiency with a weapon by shooting a minimum of 18 hits out of 25 rounds on a designated portion of an “FBI TQ-15” target or a target approved by either the Kansas commission on peace officers’ standards and training or an equivalent body as determined by the attorney general.

(c) Each applicant shall provide to the sheriff of the county in which the applicant resides the documentation of completion of the weapons safety and training course provided to the applicant by the certified instructor as required by

K.A.R. 16-11-3(b).

(d) A retired law enforcement officer as defined in K.S.A. 21-3110, and amendments thereto, shall not be subject to this regulation if the retired law enforcement officer was certified by the Kansas law enforcement training commission not more than eight years before the retired officer submits the application for licensure. (Authorized by 2006 SB 418, § 4, as amended by 2006 HB 2118, §2, and 2006 S.B. 418, §16; implementing 2006 SB 418, §4, as amended by 2006 HB 2118, §2, and 2006 SB 418, §5, as amended by 2006 HB 2118, § 3; effective, T-\_\_\_\_\_, \_\_\_\_\_.)



**K.A.R. 16-11- 5. Application procedure.** (a) Each applicant for a license to carry a concealed handgun pursuant to the act shall submit to the sheriff of the county in which the applicant resides a completed application in accordance with 2006 S.B. 418, § 5, and amendments thereto, and these regulations.

(b) Within seven days of receiving an application, each sheriff shall submit the following to the attorney general:

- (1) A copy of the applicant's completed application for licensure; and
- (2) the application fee established by 2006 SB 418, § 4, and amendments thereto.

(c) Within seven days of receiving an application, each sheriff shall submit one full set of the fingerprints of the applicant as follows:

- (1) Electronically to the KBI, if the necessary equipment is available for this purpose; or
- (2) to the attorney general using the applicant card provided by the federal bureau of investigation (FBI).

All fingerprint submissions, whether submitted electronically or using the applicant card, shall contain the originating agency identifier (ORI) assigned to the office of attorney general by the FBI.

(d) A state and national criminal history records check shall be promptly completed by the KBI.

(e) The document titled "concealed handgun license sheriff's or chief's voluntary report pursuant to personal and family protection act," dated July 1, 2006, is hereby adopted by reference. In accordance with the voluntary report,

within 45 days of the date on which a sheriff receives any application from a resident of that county, the sheriff or the chief law enforcement officer of any other law enforcement agency in that county may provide information which, when corroborated through public records and combined with another enumerated factor, establishes that the applicant poses a significantly greater threat to law enforcement or the public at large than the average citizen.

(Authorized by 2006 SB 418, §16; implementing 2006 SB 418, § 4, as amended by 2006 HB 2118, §2, and 2006 SB 418, §5, as amended by 2006 HB 2118, §3; effective, T-\_\_\_\_\_, \_\_\_\_\_.)

**K.A.R. 16-11-6. Renewal of license; requalification weapons safety and**

**training course.** (a) Each applicant who applies to renew a license to carry a concealed weapon shall successfully complete a course taught by one or more instructors certified by the attorney general, or approved by the attorney general pursuant to K.A.R. 16-11-2(f).

(b) Each requalifying weapons safety and training course shall be a minimum of two hours in length and shall review the legal issues identified in the “concealed handgun license program lesson plan” adopted by reference in K.A.R. 16-11-4.

(c) Upon the conclusion of each requalification course, the instructor of that course shall provide each trainee who successfully completes the requalification course with one of the following documents:

(1) An affidavit signed by the instructor attesting to completion of the course; or

(2) a copy of a certification of completion on a form approved by the attorney general.

(d) Each instructor shall forward a list of each trainee who successfully completed a requalification course taught by that instructor to the office of the attorney general by U.S. postal service within 10 days of the date on which the requalification course concludes.

(e) Each applicant shall retain a copy of the affidavit or the certificate of completion for a minimum of five years from the date on which the course concluded.

(f) For each requalification course an instructor teaches, the instructor shall retain the following records for a minimum of five years from the date on which the course concludes:

- (1) A record of the date, the time, and the location of the course; and
- (2) a record of the name of each trainee enrolled in the course and of each trainee's Kansas driver's license number or Kansas nondriver's identification card number.

(g) If an instructor certified by the attorney general, or approved by the attorney general pursuant to K.A.R. 16-11-2(f), fails to comply with the requirements of this regulation, the instructor's certification or approval may be withdrawn by the attorney general upon notice and an opportunity for a hearing. (Authorized by 2006 SB 418, § 4, as amended by 2006 HB 2118, § 2, and 2006 SB 418, § 16; implementing 2006 SB 418, § 4, as amended by 2006 HB 2118, § 2; effective, T-\_\_\_\_\_, \_\_\_\_\_.)